

**Commissioners of St. Mary's County Meeting Minutes (Tuesday, September 15, 2020)**  
*Generated by Julie Burch on Wednesday, September 16, 2020*

**Members present**

Commissioner President James R. Guy  
Commissioner Eric Colvin  
Commissioner Michael L. Hewitt  
Commissioner Todd B. Morgan  
Commissioner John E. O'Connor (Via Webex)  
Dr. Rebecca Bridgett, County Administrator  
ALisa Casas, Communications Director

**1. WELCOME**

Commissioner President Guy called the business meeting of the Commissioners of St. Mary's County to order at 9:03 a.m. in the Chesapeake Meeting Room, Governmental Center.

**Approval of Consent Agenda**

I move to approve the Consent Agenda, which includes the Minutes of September 1, 2020, as presented.

Motion by Commissioner Eric Colvin, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**2. PROCLAMATION**

Proclamations were presented for:

- A. National Constitution Week
- B. National Senior Center Month
- C. Underground Railroad Month

**3. PRESENTATION**

**A. St. Mary's County Government Retirement Commendations**

Retirement Commendations were presented to David Guyther, Department of Recreation and Parks; Gary Reed, Department of Recreation and Park; and Kenny Sothoron, Department of Recreation and Parks for their dedication and service to St. Mary's County Government.

#### **4. PUBLIC HEARING**

**A. DEPARTMENT OF LAND USE AND GROWTH MANAGEMENT - PUBLIC HEARING** - Proposed Ordinance to Repeal and Reenact §§ 50.4.48 and 51.3.48 of Chapter 285 of the Code of St. Mary's County, Maryland to allow a convenience store as a "Permitted" use in the Rural Service Center (RSC) zone.

Commissioner President Guy opened the public hearing at approximately 9:35 a.m.

**Present:** Bill Hunt, Director

Notice of Public Hearing was published in *The Enterprise* on August 28, and September 4, 2020.

A public hearing was held to obtain public comment on the proposed ordinance to change convenience stores currently in the Rural Service Center Zone from "Limited" to "Permitted" use. As "Limited" use, a store cannot occupy more than 3,500 square feet on site. If changed to "Permitted" use, the maximum size would be 10,000 square feet, and up to 12,500 square feet with the purchase of 2 transferable development rights (TDRs).

Commissioner President Guy requested Dr. Bridgett to provide the format for the public hearing and opened the hearing for public comment.

**Public Comments were given by:**

Chris Longmore, 22738 Maple Road, Suite 201, Lexington Park, MD 20653

Dr. Bridgett closed the public hearing for public comment noting that the record would remain open for public comment for an additional seven days. The public hearing at closed approximately 10:11 a.m.

#### **MOTION TO ADJOURN AS COMMISSIONERS OF ST. MARY'S COUNTY**

I move to adjourn as the Commissioners of St. Mary's County and reconvene as the St. Mary's County Board of Health.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

## **5. ST MARY'S COUNTY BOARD OF HEALTH**

### **A. BOARD OF HEALTH**

**Present:** Dr. Meenakshi Brewster, Health Officer  
Arthur Shepherd, Director, Dept. of Recreation and Parks

Dr. Brewster presented the COVID-19 data dashboard on the Health Department's Website. There have been 1,220 COVID-19 cases in St. Mary's County with 57 deaths. 18% of county residents have been tested. Dr. Brewster advised there is walk-up testing sites in Leonardtown and Lexington Park. There are also pop up testing sites available in the county. She also discussed the Back to School Vaccine Clinics and the importance of the influenza vaccine this year. Mr. Shepherd discussed the guidelines and recommendations for the fall sport season.

### **MOTION TO ADJOURN AS THE ST. MARY'S COUNTY BOARD OF HEALTH**

I move to adjourn and the St. Mary's County Board of Health and reconvene as the Commissioners of St. Mary's County.

Motion by Commissioner Eric Colvin, second by Commissioner Michael L. Hewitt.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

## **6. COUNTY ADMINISTRATOR**

### **A. DRAFT AGENDAS FOR SEPTEMBER 22 AND 29, 2020.**

### **B. CIRCUIT COURT FOR ST. MARY'S COUNTY - Adult Drug Court Grant Award**

I move to accept the grant award for the Adult Drug Court Program, project MD2194, in the amount of \$84,607 and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Eric Colvin.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

### **C. CIRCUIT COURT FOR ST. MARY'S COUNTY - Adult Drug Court Program Sub-recipient agreement with Project Chesapeake**

I move to accept the sub-recipient agreement for the St. Mary's County Health Department, Project MD2194, in the amount of \$84,607, and authorize Commissioner President to execute the related documents.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**D. DEPARTMENT OF ECONOMIC DEVELOPMENT - Impact Fee Waiver Request from Patuxent Habitat for Humanity**

I move to approve the request from Patuxent Habitat for Humanity to waive the impact fee for the affordable dwelling unit at 21717 Louden Lane and authorize the Commissioner President to sign any related documents.

Motion by Commissioner Eric Colvin, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**E. DEPARTMENT OF RECREATION AND PARKS - Update De Minimis Approval - MD 5 in Great Mills**

I move to approve the updated De Minimis finding letter that extends Maryland State Highways permission to provide road improvements on MD 5 between MD246 and MD471 to include the closure of the Great Mills Canoe and Kayak Launch for approximately eight (8) weeks during the construction period and authorize the Commissioner President to sign the related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**F. DEPARTMENT OF HUMAN RESOURCES - 2020 Day to Serve Resolution**

I move to approve the 2020 Day to Serve Resolution providing employees with four paid hours for volunteer community service from Sept 11, 2020 through Oct 10, 2020.

Motion by Commissioner Eric Colvin, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**G. DEPARTMENT OF HUMAN RESOURCES - Pandemic Response Policy, Chapter 40, Proposed Update**

I move to approve the updated Pandemic Response Policy, Chapter 40, of the Manual of Personnel Policies and Procedures, as presented.

Motion by Commissioner Todd B. Morgan, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**H. DEPARTMENT OF AGING & HUMAN SERVICES - FY2021 Senior Center Operating Fund (SCOF) Notification of Grant Award**

I move to approve the FY2021 Senior Center Operating Fund (SCOF) Notification of Grant Award from the Maryland Department of Aging on behalf of the St. Mary's County Department of Aging & Human Services in the amount of \$11,715 for three new innovative senior center activity programs and the related budget amendments to establish budget authority for Project MD2134-\$3,700, Project MD2135-\$5,450 and reduce budget for Project MD2183 from \$6,341 to \$2,565, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**I. DEPARTMENT OF AGING & HUMAN SERVICES - New FY2021 Level One Screens Notification of Grant Award**

I move to approve the new FY2021 Additional Level One Screens Notification of Grant Award from the Maryland Department of Aging on behalf of St. Mary's County Department of Aging & Human Services in the amount of \$6,134 and authorize the Commissioner President to authorize budget authority and execute the related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**J. DEPARTMENT OF AGING & HUMAN SERVICES - New FY2021 Money Follows the Person (MFP) Options Counseling Notification of Grant Award**

I move to approve the FY2021 Money Follows the Person (MFP) Options Counseling, Project MD2112, Notification of Grant Award from the Maryland Department of Aging on behalf of the St. Mary's County Department of Aging & Human Services in the amount of \$1,250 and authorize the Commissioner President to establish budget authority and execute the related documents.

Motion by Commissioner Eric Colvin, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**K. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION - Acceptance of the Coastal Resiliency Grant FY20 (Piney Point Lighthouse Shoreline Stabilization)**

I move to approve the grant award from the Maryland Department of Natural Resources for the design of the Piney Point Lighthouse Shoreline Stabilization Project and approve the budget amendment reducing the state funding by \$25,000 in accordance with the award and authorize Commissioner President to sign all related documents.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**L. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION - Operating and Capital Grant FY21 STS Increased Local Match**

I move to approve the FY21 MDOT/MTA Grant Summary sheets and approve the local match increase for 5307 and 5311 Operating and Capital Grant Agreements for the St. Mary's Transit System (STS) in the amount of \$13,400 and authorize the Commissioner President to sign the related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**M. COUNTY ADMINISTRATOR - CARES Grant Funding Request**

I approve the use of the CARES funding for the circuit court, human resources, and information technology; and approve the revised recreation & parks COVID 19 plan; and authorize the Commissioner President to sign the related documents."

Motion by Commissioner Todd B. Morgan, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**7. COMMISSIONERS' TIME**

The Commissioners highlighted events over the past week and provided general comments.

**MOTION TO ENTER CLOSED SESSION**

I move to enter into Closed Session to discuss Personal and Real Property.

Motion by Commissioner Eric Colvin, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

## **8. CLOSED SESSION**

### **A. REAL PROPERTY**

**Present:** James R. Guy, President  
Eric Colvin, Commissioner  
Michael L. Hewitt, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner (Via Webex)  
David Weiskopf, County Attorney  
John Deatrick, Director, Dept. of Public Works and Transportation  
Sharon Ferris, Recorder

Authority: §9-512(a)(6) of the *Local Government* Article of the Annotated Code of Maryland  
Time Held: 12:15 p.m. to 12:19 p.m.  
Location: CSMC Meeting Room  
Purpose: Hold discussion about an FDR Blvd land acquisition

### **B. REAL PROPERTY**

**Present:** James R. Guy, President  
Eric Colvin, Commissioner  
Michael L. Hewitt, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner (Via Webex)  
David Weiskopf, County Attorney  
John Deatrick, Director, Dept. of Public Works and Transportation  
Sharon Ferris, Recorder

Authority: §9-512(a)(6) of the *Local Government* Article of the Annotated Code of Maryland  
Time Held: 12:19 p.m. to 12:21 p.m.  
Location: CAMC Meeting Room  
Purpose: Hold discussion about an FDR Blvd land acquisition

### **C. REAL PROPERTY**

**Present:** James R. Guy, President  
Eric Colvin, Commissioner  
Michael L. Hewitt, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner (Via Webex)  
David Weiskopf, County Attorney

John Deatruck, Director, Dept. of Public Works and Transportation  
Sharon Ferris, Recorder

Authority: §9-512(a)(6) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 12:21 p.m. to 12:26 p.m.

Location: CSMC Meeting Room

Purpose: To discuss the disposition of county-owned surplus real property.

#### **D. PERSONNEL**

**Present:** James R. Guy, President  
Eric Colvin, Commissioner  
Michael L. Hewitt, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner (Via Webex)  
Catherine Pratson, Director, Dept. of Human Resources  
David Weiskopf, County Attorney  
Sharon Ferris, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 12:30 p.m. to 12:34 p.m.

Location: CSMC Meeting Room

Purpose: To consider or discuss promotion or salary of an employee.

#### **E. PERSONNEL**

**Present:** James R. Guy, President  
Eric Colvin, Commissioner  
Michael L. Hewitt, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner (Via Webex)  
Catherine Pratson, Director, Dept. of Human Resources  
David Weiskopf, County Attorney  
Sharon Ferris, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 12:34 p.m. to 12:40 p.m.

Location: CSMC Meeting Room

Purpose: To consider or discuss the assignment, resignation, demotion, dismissal or reprimand of an employee..

**9. ADJOURN**

The meeting was adjourned at 12:40 p.m.

Minutes approved by the Commissioners of St. Mary's County on September 22, 2020.

JB  
Julie Burch, Senior Admin Coordinator